

MINUTES OF THE
ASSESSING STANDARDS BOARD
RULES SUB-COMMITTEE

Approved as Written

DATE: September 19, 2016

TIME: 9:00 a.m.

LOCATION: NH Dept. of Revenue, 109 Pleasant Street, Concord, NH.

COMMITTEE MEMBERS:

Loren Martin, Chairman
Robert Gagne
Betsey Patten
Stephan Hamilton, DRA

Mary Pinkham-Langer, DRA
Len Gerzon ~ *Absent*
Marti Noel
Todd Haywood

Proposed Changes

Ms. Mary Pinkham-Langer went over abatement review and the changes. She also explained changes regarding education etc. She then went over Final Field Review, explained changes and the review is done by a supervisor. Mr. Steve Hamilton asked that this be the term used. Ms. Pinkham-Langer briefly went over 302.01 (b) 2.a. and the additions made (certification level). Ms. Marti Noel asked about "at a minimum" being added. Mr. Hamilton and Chairman Martin explained. Mr. Bob Gagne advised he did not have an issue with it. Ms. Pinkham-Langer then went over 303.04 a.3 – two years of experience for assistant and also explained "non assessing purposes" instead of "lending".

Mr. Haywood asked about two years of experience and a discussion followed. Ms. Marti Noel questioned "real estate brokerage" and this was explained. Mr. Hamilton expressed his concern of this being too limiting – keep it broad. Ms. Pinkham-Langer then explained "thorough knowledge" addition (pg 5), attesting etc. She then went over the breakdowns under 303.04 3 – for assessor. Discussion followed on combinations, not limitations, adaptable to each person's experience, CAMA systems, 1000 hours, etc. Chairman Martin asked how the 1000 hours would be documented. Mr. Hamilton advised that a worksheet could be made available going forward, current ones can be attested. Mr. Bob Gagne asked about the order differential - should be the same order. He also advised the 1000 hours should be somewhere in the sentence. Ms. Pinkham-Langer advised on #5 that "exposure" was deleted and put in "training and assistance" and other changes. Ms. Noel commented on having a senior property assessor. She had concerns regarding training etc. – a long discussion followed. Mr. Gagne commented on certified general and certified commercial. Mr. Hamilton clarified authorized vs. qualified. Ms. Patten advised that these rules are for going forward, there is nothing retroactive. A long discussion followed on this concern. Ms. Pinkham-Langer suggested "Supervisory experience during the process of providing assessing services" to give some flexibility. Mr. Gagne commented "focus on the function vs. who you're supervising".

Page 8 (5) Long discussion on tax and land appeals etc. Mr. Hamilton suggested a type of pro-bono support system for tax and land appeals. Get training started at the Association was suggested.

Next, Ms. Pinkham-Langer talked of page 9 Duties, 9-16-2016 DRA suggestion on certification and duties. She also addressed changes and the flowing of requirements, referral etc. Mr. Gagne voiced a concern on 303.05 (3) b. which should be addressed. Ms. Pinkham-Langer then went over 303.04 measurer and lister. A discussion and clarification followed. She then went over 303.06 property assessor assistant duties changes and clarification and discussion. Ms. Pinkham-Langer then covered 303.07 duties of a property assessor and discussed changes. Next was 303.08 duties of property assessor supervisor with changes and discussion.

Respectfully submitted,

Elizabeth McGill
NH Department of Revenue Administration – Municipal and Property Division

Documentation relative to the Assessing Standards Board may be submitted, requested or reviewed by:

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